

SENIOR SWIM INSTRUCTOR

GRADE: 6

FLSA: NON-EXEMPT

EXPECTATIONS OF ALL CITY EMPLOYEES:

- Learn and demonstrate an understanding of City, department, division and team goals.
- Serve and meet the needs of customers during routine or emergency situations.
- Ability and willingness to work as part of a team, to demonstrate team skills and to perform a fair share of team responsibilities.
- Ability to assess his/her work performance or the work performance of the team.
- Plan and organize his/her work, time and resources, and if applicable that of subordinates.
- Contribute to the development of others and/or the working unit or overall organization.
- Produce desired work outcomes including quality, quantity and timeliness.
- Communicate effectively with peers, supervisors, subordinates and people to whom service is provided.
- Understand and value differences in employees and value input from others.
- Consistently report to work and work assignments prepared and on schedule.
- Consistently display a positive behavior with regard to work, willingly accept constructive criticism and be respectful of others.

DESCRIPTION OF DUTIES:

Responsible for teaching "How to Swim" lessons and/or exercise classes and/or Lifeguard Training and or CPR and Standard First Aid; responsible for maintaining a safe environment to teach in; helps with planning and implementing programs; works alone or under supervision; responsible for paperwork required.

QUALIFICATIONS/SKILLS:

Must possess certificates in American Red Cross CPR, Standard First Aid, Emergency Water Safety or Basic Lifeguard Training, or equivalent certifications plus additional certifications and training such as Water Fitness, Inc., or American Arthritis Association. Must possess current instructor card for the class(es) being taught(i.e. Lifeguard Training, CPR and Standard First Aid)

EXPERIENCE:

Must have at least 4 years of experience in teaching or coaching swimming.

EDUCATION:

High school diploma or equivalent

DIVISIONS:

Swim Center

3/93. Rev. 11/97, 11/99